



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## Minutes 12/11/2008

Present: Commissioners Bernie Smith, Michele Hassler, Bill McCarthy and Jason Jones, Acting Cemetery Supervisor

The meeting began at 9:10 a.m.

- October minutes were reviewed and approved
- 5 Deeds were signed
- Approval was granted to Jean M. Godfrey to sell back to the cemetery, lot EE-74. Jean will send a later requesting the deed and start the paperwork for the buyback.
- Nothing new has been reported to the Commissions regarding the Willard interments.
- The new fence looks great although it would have been nice if some of the brook debris was cleaned up first.
- Bill McCarthy will contact the Trust Fund Committee to get more information on the money available to spend. Funds will be needed for Cooke's Hollow and perhaps some of the funds could be used for chapel renovation.
- To follow up on the chapel renovation meeting held on December 4 with John Bean, Director of Public Works, the commissioners have started a list for what they feel is necessary for repairs to the chapel and garages.
  - Chapel:
    - Columbarium to be erected in the alcoves of the chapel.
    - Replace the carpet and check for cracked tiles.
    - Refinish the pews.
    - Windows need to be reglazed.
    - Main entry door to chapel needs to be fixed.
    - Offices need to be painted, floors replaced and windows need to be fixed.
    - Both bathrooms need to be renovated. Would this need to coincide with a new water system in the cemetery?
    - The supervisor's office should be set up to accommodate its own computer.
    - The entire basement of the chapel should be renovated including the stairs down which are a hazard.
  - Garage:
    - It should be established whether the roof and gutters should be repaired or the garage should be rebuilt to accommodate the width of the trucks, especially when the plows are attached.
- Could we look into an electronic visitor sign that would give them the location and directions on how to get to their location?

Meeting adjourned at 10:20am

Next meeting scheduled for January 8, 2009 at 9am

Respectfully submitted.

Jean Smith, Sr. Clerk